

ND PROJECT MANAGEMENT NEWS

A Newsletter for Project Managers

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Thank you for taking the time to read the *North Dakota Project Management Newsletter*! The purpose of this newsletter is to bring you information about project management-related topics and events in North Dakota Government and Higher Education.

PM News

Four Attain Project Management Professional (PMP) Credential

Newtown Square, Pennsylvania, USA - The Project Management Institute (PMI®), the world's leading not-for-profit professional association for project management, is proud to announce the following candidates have earned the designation of Project Management Professional (PMP®).

- Dirk Huggett - Information Technology Department
- Mark Molesworth - Information Technology Department
- Pam Anderson - Department of Human Services
- Nancy Walz - Information Technology Department

The PMP Certification is the project management profession's most recognized and respected global credential. There are more than 110,000 PMP's worldwide located in almost 120 countries. To obtain PMP certification, an individual must satisfy education and experience requirements, agree to adhere to a Professional Code of Conduct, and pass the PMP Certification Examination.

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Vendor Pool RFP Will Include Project Managers and Business Analysts

The North Dakota State Procurement Office, working in cooperation with the state's Information Technology Department and Enterprise Architecture program, has issued a request for proposals (RFP) for Information Technology professional services. Pat Forster, ITD's Business Analyst for IT Procurement, is the project manager. The state has an ongoing need for Information Technology (IT) professionals in a variety of job classifications for both project-based and staff-augmentation work. The state plans to meet this need by awarding state term contracts to multiple vendors in specific IT contract pool categories. Once these contracts are in place, state agencies will use a structured work order request process to obtain IT professional services from the awarded vendors in the IT contract pool categories. Included are individual pools for both project manager and business analyst services. Both pools will contain a minimum of three and a maximum of 10 vendors.

The EPM Advisory Group was asked to create the criteria by which vendors in both categories would be validated, including specific skill sets and competencies. Those criteria can be viewed in [Attachment 1](#) (663kb pdf) of the RFP on the State's Procurement website. A sub-group of the EPM Advisory Group volunteered to read and score each vendor response as it specifically relates to either project management or business analysis.



Once finalized, agencies should be aware that merely being included in the vendor pool does not guarantee the vendor will provide quality work. It remains the responsibility of the agency representatives to review, screen, interview, and validate the qualifications of prospective vendors and their staff. It is also important to note that the creation of a vendor pool does not prevent agencies from selecting a vendor via the traditional RFP process.

The entire vendor pool has an approximate contract start date of November 1, 2005. Once the contracts are finalized, Mr. Forster and his project team will be hosting informational sessions regarding the practical use of this new opportunity.



Training Opportunities

(All listed training will qualify for NITAS Project Management classroom hours with proof of attendance.)

Procurement – It's Not Just for Fiscal Folks

The State Procurement Office is providing procurement training again this fall. Procurement knowledge is becoming more critical in the lives of today's project managers. Even when working through an agency procurement officer, the project manager is responsible to ensure that all project purchases are legitimate and legal.

There are three levels of certification and, subsequently, three individual levels of training. Each level is a prerequisite for the next level, and all are provided free of charge.

- Level 1 Certification is intended for individuals who perform small purchases up to \$2,500.
- Level 2 Certification is intended for individuals who perform procurements between \$2,500 and \$25,000.
- Level 3 certification is intended for individuals who perform dollar procurements over \$25,000.



Upcoming Training Dates

Level 1 - October 19, 2005 8:00am - Noon

Level 2 - November 9, 2005 8:00am - Noon

Level 3 - December 7, 2005 8:00am - 4:00pm

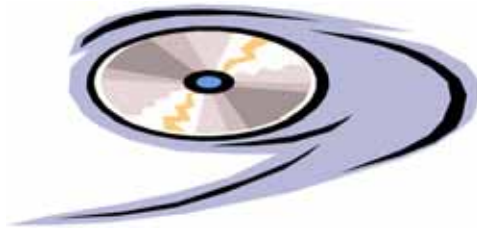
Register by contacting the State Procurement Office at 328-2683 or infospo@state.nd.us.

For additional information, please visit the State Procurement Office website at: <http://www.state.nd.us/csd/spo/training-info.html>

Business Impact Analysis (BIA) Training Offered

Business Impact Analysis (BIA) is a web-based survey software tool that allows individual users to build, distribute, and analyze custom surveys. It includes a default reporting tool, or the user can build customized reports. Users can customize screens or use templates to develop surveys. As results are submitted, the tool will analyze the data and update the assigned reports.

From a project management viewpoint, this software will be invaluable in conducting Post Implementation Review surveys of project teams, stakeholder groups, etc. The Project Management Advisory Group has included a base-level survey in the *ND Project Management Guidebook* that will be converted to a BIA software template. That template will be available for project managers to customize in relation to their individual projects. Other PM uses could include collecting functional requirements from business units, collecting stakeholder input during initiation, etc. Send your ideas to the EPM Advisory Group at epmadmin@state.nd.us.



This software is owned by the state and can be used by any state agency. Contact Janell Quinlan, ND COG/COOP Project Manager, at (701) 328-7226 or jquinlan@state.nd.us or Larry Lee, ITD, at (701) 328-2721 or lalee@state.nd.us to receive access to the software.

Twelve-hour training courses are being conducted throughout September and October at no cost. Please contact Janelle Quinlan to register. The schedule is as follows:

- September 22-23, 2005
- September 27-28, 2005
- October 5-6, 2005
- October 12-13, 2005
- October 19-20, 2005

Featured PM Websites

The International Institute of Business Analysis (IIBA)

This is a grassroots effort to build a Body of Knowledge, certification, etc., around the Business Analysis profession.

<http://www.iiba.com/>



Featured PM Articles

Top Ten Things Heard on Successful Projects

You know you have good PMs when you hear these words come out of their mouths.

By Rick Klemm

<http://www.chiefprojectofficer.com/article/129>

How to Hire Good Project Managers

Isolate key competencies and ask the right questions

By Joan Knutson

<http://www.chiefprojectofficer.com/column/128>

ND PROJECT MANAGEMENT NEWS

ND Project Management News is published bi-monthly by the ND Enterprise Project Management Advisory Group. If you have an article or a question to submit, please contact the editor.

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